



**THE ASSAM GAZETTE**  
**অসম বাজপত্র**  
**অসাধাৰণ**  
**EXTRAORDINARY**  
**প্রাপ্ত কৰ্ত্তৃত্বৰ দ্বাৰা প্ৰকাশিত**  
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GOVERNMENT OF ASSAM  
ORDERS BY THE GOVERNOR  
SECONDARY EDUCATION DEPARTMENT

**OFFICE MEMORANDUM**

The 12th June, 2017

No. ASE 1381/2016/30.-

Subject:- Constitution of District Level Internal Examination Committee-procedure thereof.

It has come to notice of the undersigned that the terminal examination of classes specially in class-IX and X are not held in timely with proper evaluation of Answer Script. Such slackness in the examination and other terminal assessment in lower classes may lead to low performance in the final examinations. The pass percentage of HSLC Examination, 2017 is so low and less than 50% which may be considered due to such casual examination system in lower classes. Therefore, it has necessitated to hold the terminal and other internal examination upto class-X in a systematic manner with uniform procedure in each District.

After careful consideration of all other aspects it has been decided to form a District Level Internal Examination Committee in each district by the Inspector of Schools for bringing uniformity in holding the internal examination in all Secondary schools i.e. High School, High Madrassa, Higher Secondary Schools, Sr. Secondary Schools etc. and evaluations of these examinations with the following members :-

1. Deputy Commissioner or his nominee	: Chairman
2. Inspector of Schools	: Vice-Chairman

3. Consultant of RMSA : Member Secretary
4. President or Secretary, Assam High School Teacher : Member Association of the District
5. President or Secretary, Axom Madhyamik Sikshak : Member Karmachari Sanstha of the District
6. President or Secretary, Academic Council of the : Member District
7. President or Secretary, Government High School : Member Seva Sanstha of the District

The following are the terms of reference of the committee :-

1. **Holding of Examination** :- The Committee shall formulate a uniform policy for holding internal examination of all the Institution in the District. The Examination shall be held in same day for all Schools with common Question Paper. The Committee will prepare the Question paper of their District centrally.
2. **Examination fees** :- The committee shall fix the examination fees to be realized from the students for each examination which shall not exceed Rs.60/- per examination for the following component for expenditure:-
  - (a) Printing of Question paper and other administrative cost Rs. 25/- to be spent by the committee.
  - (b) Purchase of Answer Script (Paper) Rs.25/- to be spent by the School.
  - (c) Purchase of other materials and administrative cost Rs.10/- to spend by the School.
3. **Evaluation of Answer Script** :- The committee shall make evaluation system with four School chain. The answer script of School A shall be evaluated by the teachers of School B; answer script of School B shall be evaluated by the teachers of School C; answer script of School C shall be evaluated by the teachers of School D; answer script of School D shall be evaluated by the teachers of School A. The nearby four schools shall be grouped by the committee. The school shall not have any option for entry to and exit from the group.
4. **Declaration of result** :- The details of marks of the school evaluated by them shall be furnished to the District Level Internal Examination Committee and the Committee shall declare the result of the examination through the concerned School. The Committee shall have discretion to detain students having poor performance or otherwise.

R. C. JAIN,  
Commissioner & Secretary to the Government of Assam,  
Secondary Education Department.